

CONFIRMED

Minutes for the monthly meeting of the Paeroa College Board of Trustees
to be held in B1 on Thursday 21 May @ 5.30pm

Present: Jo Tilsley, Melissa Tonkin, Andrew Cameron (Principal), Seth Seerup, John Dustow, Samantha Lee, Aimee Dunn

Apologies: Larn Wilkinson

In Attendance: Sybil Woolmore (minute taker)

Seth opened the hui with karakia.

Conflict of Interest: None

Confirmation of Minutes:

Moved "THAT the Minutes of the monthly meeting held on Thursday 30 April be confirmed as a true and correct"

Moved: Aimee /Melissa -Carried

Matters Arising: None

Key Strategic Matters

Principal's Report:

Moved 'THAT the Principal's report be received'

Moved: Samantha/Melissa -Carried

Andrew spoke to his report- he really appreciates the work put in from the Disciplinary Committee on handling some very difficult situations.

RTLB Report:

Moved 'THAT the RTLB report be accepted'

Moved: Melissa/Seth -Carried

Moved 'THAT the Cluster Financial Report for year ending 31.12.2025 be accepted'

Moved: Aimee/Melissa -Carried

Staff Comment: (Melissa)

The new curriculum is being discussed. Several Staff members commented on how well the school is being run and enjoyed being a part of it.

Student Comment: (Seth)

Busy with assessments.

40hr challenge is being organised.

14 students interested in taking on the role as Student rep when Seth leaves.

He and Samantha are continuing their mahi reviewing policy.

Strategic Monitoring

Year 9 Literacy and Numeracy Baseline Report

Moved 'THAT the Year 9 Literacy and Numeracy Baseline Report be accepted'

Moved: Seth/Melissa

-Carried

Melissa commented on the need for Teacher Aid and the benefits this has shown where they are being used.

Jo acknowledged the work that goes into creating this report

Policies:

Please note that the Policy Framework 2026, published on the College website, is the to be used when reviewing policies. This is the living document

1.13: The relationship between the Presiding Member and the Principal

No change

2.1: Curriculum Delivery Policy

Achievement of the 'Charter' be changed to 'Strategic Plan'

2.10: Foreign Fee-paying Students Policy

No change

2.11: Fundraising Policy

Add the following wording in brackets underneath the policy title: This policy should be read in conjunction with sponsorship policy

2.12: Behaviour Management Policy-

Bullet point 1 to read: Expectations of behaviour in school will be consistent with policy by staff, students and whanau.

Bullet point 4: add weapons.

2.25: Education Outside the Classroom (EOTC)

No change - further review underway

EOTC Discussion:

Policy framework needs to be sound for keeping overnight trips safe for everyone.

Samantha spoke on this and feels that there needs to be some research into this.

Investigate EOTC - so the board can understand that the board's responsibilities are clear.

That this should be read in conjunction with the H& S policy.

John to look at combining the EOTC & H & S policy.

Current policy to be parked until report back to the board. Good framework and clear expectation

Jo has asked that this be attended to urgently (two-week timeframe to come back to Board) - in the meantime this policy is status quo.

Moved: Samantha/Seth

-Carried

Finance & Property:

Move 'THAT the minutes for the Finance and Property Committee held 19 May 2026 be received'

Moved: John/Aimee

-Carried

Move 'THAT the Board moves that payments for Paeroa College totalling \$325,340.04 be passed for payment and that the April accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 19 May 2026.'

Moved: Aimee/John

-Carried

Move 'THAT the Board moves that payments for RTLB March totalling \$19,264.96 be passed for payment and that the April accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 19 May 2026.'

Moved: Samantha/Seth

-Carried

Auditors 2025 Annual Accounts:

Moved 'THAT delegation to sign the Statement of Responsibility & Representation letter be given to the Principal and Presiding Member.'

Moved: John/Samantha

-Carried

2025 accounts are still being worked on and no breach will be recorded against Paeroa College if they go past the 31st May deadline. The accounts are to be uploaded to the MOE and our school website (per auditor).

5YA Roofing Project:

Moved 'THAT the use of additional 5YA funds to cover the additional \$19090.37 in variations along with the 10YPP amendment as follows: \$52,000 for the upper gym roof replacement / \$100,000.00 for complete C4 upgrade'

Moved: Andrew/Melissa

-Carried

Move 'THAT Air-Right (Mike Ball) be confirmed as the preferred supplier for the hall air conditioning project'

Moved: John/Aimee

-Carried

Please note: this project is currently on hold, however Mike Ball is acknowledged as being the preferred supplier and will be contacted for a current quote if/when the project goes ahead.

Sport:

Basketball, netball and girl's rugby teams are going well.

Administration:

Move 'THAT the Board move into 'in-committee' time at 6.50pm'

Moved: John/Seth

-Carried

Move 'THAT the Board move out of 'in-committee' at 7.25pm'

Moved: Andrew/John

Identify additional agenda items for next meeting: None

Seth closed the hui with karakia

Meeting closed: 7.30pm

Next Meeting: Monday 22 June @ 5.30pm